

St. Andrew's Episcopal Church
Vestry Meeting Minutes for December 18, 2018

Attending. The Rev. Anne Kirchmier, Rector; John Whitley, Senior Warden; Danny Switzer, Junior Warden; Jim Shamblen, Treasurer; Carter Ficklen; Catherine Frey; Merrill Hemmert; Fritz Horne; Jay Lambiotte; Chris Robinson; Ann Turner; Mary Gibson Waddill; Elise Wall; Bob Wharton

Absent. Bill Clock

Guests. Tonia Graves; Steve Howell; Betsy Jones; Allie Wittkamp

1. Opening.

- a. The Rev. Kirchmier convened the meeting at 7 p.m. Elise Wall led the opening prayer.
- b. The Rev. Kirchmier led the scripture response for Luke 1:46-55.

2. Urgent Items.

A motion was made and seconded to approve a resolution to sell the house at 300 River Road for the asking price of \$169,000 and to authorize Senior Warden John Whitley and Junior Warden Danny Switzer to act on behalf of the church in the closing of the sale. The motion carried.

3. General Information.

A motion was made and seconded to approve the November 20, 2018 Vestry meeting minutes. The motion carried.

4. Reports.

a. Treasurer's Report.

Financial obligations are current, all bills are paid, and our Operating Fund account balance at the end of August is \$ 2,755.48. The following account balances were current at the end of November:

Account	Balance
American Investment Fund	\$116,799.52
Designated Checking	\$135,926.04
Outreach Trust Fund	\$487,985.98
Perpetual Trust Fund	\$676,173.64

A motion was made and seconded to approve the November 2018 Treasurer's Report. The motion carried.

A motion was made and seconded that of the \$91,749 compensation paid to the Rev. Anne Kirchmier in 2019, that \$30,000 would be designated as Housing Allowance. The motion carried.

A motion was made and seconded that of the \$62,965 compensation paid to the Rev. Lorna Williams in 2019, that \$25,000 would be designated at Housing Allowance. The motion carried.

A motion was made and seconded that of the \$33,808.68 available for withdrawal from the Perpetual Fund (5% of principle), that \$25,000 be withdrawn and \$15,000 placed in 2018 Operating and \$10,000 placed in 2019 Outreach. The motion carried.

A motion was made and seconded that of the \$22,823.58 available for withdrawal from the Outreach Fund (5% of principle) that \$22,000 be withdrawn and placed in Operating in order to be able to distribute Lackey Fund grants. The motion carried.

On behalf of the Lackey Fund Grant Committee, Mary Gibson Waddill reported that the committee received 16 grant applications. Four applications were not approved for funding because the programs did not meet the Lackey Fund criteria of providing benefit to the less fortunate. The committee asked for approval of 12 grants, totaling \$22,000:

- LINK - \$4,000
- St. Paul's Community Action Network - \$2,800
- Menchville House - \$3,000
- Newsome Bailey - \$1,800
- Holy Cross - \$2,200
- Thrive - \$1,300
- Soundscapes - \$1,200
- Kairos - Nottoway - \$900
- Smart Beginnings - \$1,200
- Self Protection Awareness - \$900
- Kairos – Grace Inside Nottoway - \$900
- HELP - \$1,800

A motion was made and seconded to approve the 12 grants. The motion carried.

b. Rector's Reflections.

The Rev. Kirchmier shared her gratitude for the work of the four departing Vestry members – Carter Ficklen, Merrill Hemmert, Danny Switzer, Elise Wall - and for the newly elected members – Tonia Graves, Steve Howell, Betsy Jones, Allie Wittkamp. She thanked the Vestry for their work through the challenges of the past year. The Rev. Kirchmier also shared that she was pleased to see new people at both services on Sunday mornings, including returning parishioners who were connected with the school. She also reported that the 100th Anniversary Committee had decided not to hold the spring Garden Party at the Mariners Museum. While a new location had not yet been chosen, the decision will greatly reduce the cost of the event and make it accessible to more people, while still generating funds to benefit St. Paul's.

5. Vestry Business.

- a. The Vestry reviewed the proposed 2019 budget draft presented by Treasurer Jim Shamblen. The final proposed budget will be presented for approval at the January Vestry meeting.
- b. John Whitley reported that 164 pledges have been received, totaling close to \$523,000. Vestry members will contact some regular pledgers who have not yet submitted pledge cards for 2019.
- c. The Discernment Process will continue with the next meeting on January 24. The meeting will focus on processing the information received at the Community Listening Session in November, and what resources St. Andrew's has to offer. Plans for the meeting also include a walking tour of the building. Vestry members discussed next steps in the process, including the establishment of a committee to manage logistics of the process and continuing to work with consultant Caroline Black.
- d. In January the Vestry will elect Senior and Junior Wardens and will assign liaisons to each ministry area.

6. Junior Warden's Reflections.

Danny Switzer reported that there is currently a contract on the River Road house for the full asking price. The inspection was performed on Dec. 14 and he will meet with our realtor Dorothy Burch to look at the inspection results and determine what work, if any, will be done. He also praised Sexton Matthew Williamson for his efficient and diligent work in getting the gas and heat running in the house.

7. Senior Warden's Reflections.

John Whitley thanked Carter Ficklen, Merrill Hemmert, Danny Switzer and Elise Wall for their Vestry service. He also thanked the Vestry for their work during 2018.

8. Announcements.

The next Vestry meeting will be Tuesday, January 22 at 7 p.m.

9. Adjournment.

The Vestry meeting was closed with prayer and adjourned at 9:05 p.m.

Respectfully submitted,

Ann Turner

Items to be included with the approved Vestry meeting minutes:

1. Vestry meeting agenda for December 18, 2018
2. Treasurer's Report for November 2018
3. Monthly reports for the Rector, Senior Warden, and Junior Warden
4. Team Reports for Christian Formation, Communications, Congregational Development, Hospitality/Parish Life, Outreach, Pastoral Care.